

CHAPTER 170  
DESCRIPTION OF ORGANIZATION  
[Prior to 7/29/87, Health Department[470]Ch 170]

**641—170.1(17A) Definitions.**

“*Department*” means the Iowa department of public health.

“*Director*” means the director of public health.

**641—170.2(17A) State board of health.** The state board of health, which consists of nine members, appointed by the governor, is the policymaking body for the Iowa department of public health and has the power and duty to adopt, promulgate, amend and repeal rules, consider legislation, and advise or make recommendations to the governor, general assembly, and director relative to public health, hygiene, and sanitation. The state board of health meets on the second Wednesday in July and on the second Wednesday on each second month thereafter and at such other time as may be deemed necessary by the president of the board.

**641—170.3(17A) Director of public health.** The director is the chief administrative officer of the department, and in that capacity directs and administers the programs and services of the department. The duties of the director include: recommendations to the state board of health; the adoption of rules for the implementation of statutes; service as secretary to the state board of health; the establishment of the administrative organization; and other actions to administer and direct the department’s programs.

**641—170.4(17A,135) Administrative divisions of the department.** There are five divisions in the department, each directed by a division director who reports to the department director.

**170.4(1) *Division of central administration/professional licensure.*** The division provides support to department staff in functions of fiscal, personnel, office services, data entry, statistics, computer management, communications, special projects, administrative rules, and legislative liaison activities. The division is also responsible for carrying out Iowa Code chapter 144 (Vital Statistics Act). Staff support in licensing and certification is provided to the following boards of examiners: barber, chiropractic, cosmetology, dietetic, hearing aid dealer, mortuary science, nursing home administrator, ophthalmic dispenser, optometry, physical and occupational therapy, physician assistant, podiatry, psychology, respiratory care therapist, social work, speech pathology and audiology.

**170.4(2) *Office of health planning.*** The office of health planning provides interagency staffing for the Iowa health data commission and for ad hoc committees and task forces. The certificate of need program is administered by the office of health planning. Staff also provides for coordination of primary care. The office of rural health is administered by the office of health planning, providing technical assistance and resources to communities throughout the state. A nursing grant program is administered by the office of rural health. The office of health planning also coordinates the department’s county health planning effort. The office also functions in the designation of health manpower shortage areas and in the review of health maintenance organizations.

**170.4(3) *Division of disease prevention.*** The division of disease prevention is responsible for collecting data and determining the frequency with which infectious diseases occur within Iowa’s population. This includes diseases transmitted from animals to humans. Advice and assistance are provided to local communities pertaining to the incidence and control of all communicable diseases. Disease control programs are conducted for such diseases as hospital-acquired infections, sexually transmitted diseases, tuberculosis, vaccine-preventable diseases, and acquired immune deficiency syndrome (AIDS). Active monitoring of disease occurrence, case investigations, and medical consultation in diagnosis, treatment, and control are conducted daily.

Environmental health programs include asbestos and polychlorinated biphenyls compliance monitoring and toxic substance evaluations regarding toxic waste sites.

Health engineering and consumer safety programs focus on compliance with U.S. Public Health Service milk standards, various environmental water quality problems, a swimming pool and spa registration and inspection program, and product safety recalls.

Radiological health programs include the registration and licensure of radiation-emitting equipment and radiation operators. Radioactive materials are licensed and inspected, ensuring low-level radiation exposure. Radon mitigation, testing and control programs are also administered.

The division is responsible for approving laboratories that desire to perform drug testing services for businesses located or doing business in Iowa and for issuing tattoo establishment and tattoo artist permits.

The refugee health program provides interpreter services to health providers in all areas of medical and public health concern.

The emergency medical services program is responsible for the training and certification of basic care providers and for the authorization of advanced care services.

The division also maintains a centralized registry for brain and spinal cord injuries and a reporting and surveillance system for agricultural and other work-related injuries.

**170.4(4) *Division of family and community health.*** The division of family and community health provides support for local public health services throughout Iowa, including public health nursing services, well-elderly clinics, homemaker-home health aide services, genetic counseling services, dental public health services, maternal and child health services, family planning services, adolescent health, child health specialty clinics, and nutrition services. The division also administers the disability prevention program and reimbursement for chronic renal disease services and in-home nonnursing homemaker services for human immunodeficiency virus (HIV)-infected persons.

The division establishes program standards and assists communities to develop services by providing technical assistance, monitoring, and financial support. Most of the services are provided through contracts with city or county governmental units or agencies serving a county or regional area. Additional services are provided directly by division staff and through contracts with the University of Iowa.

**170.4(5) *Division of substance abuse.*** The division of substance abuse administers the statewide substance (alcohol and other drugs) abuse prevention and treatment programs of the department. Policy is established by the nine-member commission on substance abuse appointed by the governor. The primary functions of the division include: licensure of substance abuse treatment programs; administration (planning, allocation and monitoring) of federal and state funds for substance abuse prevention and treatment efforts; provision of training opportunities for substance abuse program personnel, and provision of technical assistance on substance prevention and treatment to programs and communities.

**641—170.5(17A) Central office.** The address of the central office is: Iowa Department of Public Health, Third Floor, Lucas State Office Building, Des Moines, Iowa 50319-0075. Location of specific offices and the regional offices may be obtained by writing to the department at the aforesaid address.

**641—170.6(17A) Business hours.** The normal business hours of the department are 8 a.m. to 4:30 p.m., Monday through Friday, except legal holidays.

**641—170.7(17A) Submission of materials.** Request for applications, submission of applications, and other materials shall be made directly to the division of the department administering the program involved. Any person who submits materials should enclose a cover letter which states the use for which the materials are intended. Where the rules give specific procedure, such procedure should be followed.

**641—170.8(17A) Request for information.** Request for information concerning programs within the department should be addressed or telephoned to the specific division of the department. General requests for information may be made to: Public Information Section, Iowa Department of Public Health, Lucas State Office Building, Des Moines, Iowa 50319-0075.

These rules are intended to implement Iowa Code sections 17A.3 and 135.11.

[Filed 3/18/76, Notice 2/9/76—published 4/5/76, effective 5/10/76]

[Filed emergency 7/10/87—published 7/29/87, effective 7/10/87]

[Filed emergency 9/25/90—published 10/17/90, effective 9/25/90]

[Filed 1/14/91, Notice 11/14/90—published 2/6/91, effective 3/13/91]